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Website Maintenance Agreement

At Omni Media Group our desire is to delight the client. One way is to make clear our understandings with each other. These are the terms of our agreement together.

In order for Omni Media Group to perform your website maintenance, a Maintenance Agreement is necessary. Maintenance, often called "changes" or "updates", is defined as maintenance to an existing website to keep content fresh and up-to-date.

Terms of the agreement with Omni Media Group This agreement is solely for the purpose of website maintenance (not store product pages) for a period of (6) six-months. The (6) six-month maintenance period commences upon the date the client signs this agreement. Services included as part of this agreement are: web page text editing, swapping out artwork or photos, updating links and updating keywords/meta tags. Programming charges (if any) are not included in this agreement. It does not include redesigning of said website. If the client or an agent other than Omni Media Group attempts updating the client's pages during the time of this agreement and Omni Media Group is required to repair pages, time to repair webpages will be assessed at the standard hourly rate mentioned below.

Omni Media Group strives to make updates within one business day, but reserves up to five business days for regular content updates, delivered via email or on disk.

Maintenance Rate: The website maintenance we provide is billed at a discounted rate for those who sign a monthly maintenance agreement. Single maintenance hours can be purchased at the our standard rate of \$110/hr and do not require a signed agreement.

Please Note: Alotted monthly time for updating website must be used each month. Unused time is not carried forward from month to month.

Payment Schedule: All monthly payments due for maintenance must be up to date in order for updates to be performed. No maintenance will be performed until all payments due has been received. Monthly maintenance payments are due on the anniversary date of this agreement each month unless otherwise specified.

Termination of Maintenance Service: Should You terminate the Services prior to the end of the expiration of the plan, you will be charged for the outstanding months since the plan was activated. Any amount due will be charged to the Payment Method on file.

Company/Client: _____

Name: _____

Phone: _____ Fax: _____

Address: _____

City: _____ State: _____ Zip: _____

E-mail Address: _____

Present URL: _____

Site Username: _____ Site Password : _____

Monthly Maintenance Term (Months): _____

Total Monthly Charges: _____

Number of Hours Provided Monthly In Maintenance Agreement: _____

The above-named client is engaging Omni Media Group, located in Miami, Florida to maintain the above mentioned website. The client also authorizes Omni Media Group to publicize their completed website changes to the server after the work is completed.

This agreement is effective as of _____. This agreement will be automatically renewed on the anniversary of the effective date, unless otherwise notified by the client.

The undersigned agrees to the terms of this agreement on behalf of his/her organization or business and is authorized by said entity to sign legal agreements.
